

Tab 5

Fiscal Year 2025 Budget Schedule

Last Updated: February 20, 2024

- **January 16** – Distribute budget workbook to department managers
- **February 5-8** – AGM and department managers present budget to GM
- **February 14** – Engineering Committee Meeting (10:00 AM; preliminary discussion related to capital budget)
- **February 13** – Deadline for draft budget numbers to be submitted by managers to GM
- **February 22** - Property tax presentation to Salt Lake City Public Utilities Advisory Committee (7:30 AM)
- **March 13** – Management Advisory Committee Meeting (8:30 AM; preliminary discussion related to staffing and compensation schedule)
- **March 21** – Property tax presentation to Sandy City Public Utilities Advisory Board (7:30 AM)
- **March 25** – Work session – budget discussion
- **March 26** – Sandy City work session – presentation District’s proposed property tax increase
- **April 2** – Finance Committee Meeting (10:00 AM) - (P&P 3-629(1) “On or before the first regularly scheduled meeting of the Board in May, the GM shall consult with the Finance Committee and prepare a tentative operating and capital budget for the ensuing fiscal year.”
- **April 9 (tentative)** – Budget presentation to Salt Lake City Council (time TBD; Salt Lake City Hall)
- **April 15** – Board Meeting – consider adoption of the tentative budget
- **April 16** – Presentation to Sandy City Council. Council will vote on resolution to approve the District’s property tax increase (time TBD; Sandy City Hall)
- **April 23** – Engineering Committee Meeting (10:00 AM; discussion related to capital budget)
- **May 13** – Deadline to mail notice of the public hearing to those within the district who are being charged a fee, if the fee is proposed to be increased (see Utah Code Ann. 17B-1-643(2)(d)(i))
- **May 20** – Board Meeting – Tentative budget public hearing (6:00 P.M.)
- **May 21** – Management Advisory and Finance Committee Meetings
- **June 17** – Board Meeting - Budget adoption (subject to certified tax rate public hearing if tax rate increase is proposed)
- **June 17** – Utah Code 59-2-912 “The governing body of each taxing entity shall before June 22 of each year adopt a proposed tax rate.” Deadline for adopting the budget (Utah Code 59-2-924 8a and 8b) “On or before June 30, a taxing entity shall annually adopt a tentative budget. If a taxing entity intends to exceed the certified tax rate, the taxing entity shall notify the county auditor of: (i) the taxing entity's intent to exceed the certified tax rate; and (ii) the amount by which the taxing entity proposes to exceed the certified tax rate.”
- **July 29** – First publication of notice of the public hearing
- **August 5** – Deadline for publishing second notice of public hearing

- **August 12** – Certified rate tax hearing. Adopt final tax rate and FY25 budget.
- **September 11**– Deadline for submitting copy of the final budget to the State Auditor (required within 30 days of budget adoption- P&P 3-629(7))

CALENDAR 2024

February

- 5 Finance Committee Meeting – 10:00 a.m.
- 14 Engineering Committee Meeting – 10:00 a.m.
- 22 SCPUAB Meeting – 7:30 a.m.
- 22 SLCPUAC Meeting – 7:30 a.m.
- 26 MWDSLS Work Session - 3:30 p.m.
- 26 MWDSLS Board Meeting and Public Hearing – 4:30 p.m.
- 29 PRWUA Board Meeting - 10:00 a.m.

March

- 13 Management Advisory Committee Meeting – 8:30 a.m.
- 13 Engineering Committee Meeting – 10:00 a.m.
- 18-20 Utah Water Users Workshop, St. George
- 21 SCPUAB Meeting – 7:30 a.m.
- 25 MWDSLS Work Session - 3:30 p.m.
- 25 MWDSLS Board Meeting – 4:30 p.m.
- 26 Property Tax Presentation to Sandy City Council (Work Session) – TBD
- 28 SLCPUAC Meeting – 7:30 a.m.
- 28 PRWUA Board Meeting – 10:00 a.m.

April

- 2 Executive Committee meeting – 8:30 a.m.
- 2 Finance Committee meeting – 10:00 a.m.
- 15 MWDSLS Work Session 3:30 p.m.
- 15 MWDSLS Board Meeting 4:30 p.m.
- 16 Property Tax Presentation to Sandy City Council (Business) – TBD
- 18 SCPUAB Meeting – 7:30 a.m.
- 23 Engineering Committee Meeting – 10:00 a.m.
- 25 SLCPUAC Meeting – 7:30 a.m.
- 25 PRWUA Annual Shareholders Meeting and Board Meeting – 10:00 a.m.
- 30 Environmental Committee meeting – 10:00 a.m.

*MWDSLS – Metropolitan Water District of Salt Lake & Sandy
PRWUA – Provo River Water Users Association
SLCPUAC – Salt Lake City Public Utilities Advisory Committee
SCPUAB – Sandy City Public Utilities Advisory Board*

Last 2/15/24

January 2024						
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November 2024						
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December 2024						
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MWDSLS Board of Trustees

EVENT	TIME
Work Session	3:30 PM
Board Meeting	4:30 PM
Feb/May Public Hearing	6:00 PM
Management Advisory Committee	8:30 AM
Executive Committee	8:30 AM
Environmental Committee	10:00 AM
Engineering Committee	10:00 AM
Finance Committee	10:00 AM
Holidays	

EVENT	DATE
Utah Water Users Workshop – St. George, UT	March 18-20
AWWA National – Anaheim, CA	June 10-13
Intermountain Section AWWA - Layton	Sept 11-13
Utah Association of Special Districts - Layton	Nov 6-8
NWRA Annual Conference – Albuquerque, NM	Nov 6-8
CRWUA – Las Vegas, NV	Dec 4-6

2024